

Attorney

Description:

Conduct, in conjunction with investigators and financial analysts, confidential and sensitive investigations of public entities, including but not limited to state authorities, agencies, local and municipal governments, and school boards, for the purpose of detecting, reporting upon and remediating fraud, abuse, waste and corruption in New Jersey government.

Responsibilities:

- Identify potential investigative issues, subjects and targets; receive and analyze complaints and referrals to determine investigatory merit.
- Develop and implement investigative plans in conjunction with investigators and financial analysts.
- Obtain (via subpoena as necessary), review and analyze documents related to inquiries and investigations conducted by the office.
- Conduct comprehensive investigative interviews (including the taking of sworn testimony) and prepare detailed summary reports.
- Interact with counsel for represented parties, as well as internal agency counsel.
- Prepare comprehensive investigative reports, synthesizing and detailing investigative procedures, findings and recommendations for corrective action; prepare and monitor remedial follow-up plans.
- Develop a continuing and comprehensive expertise in applicable laws, regulations, standards, and "best practices" related to ongoing investigations, as well as a working understanding of the mission, enabling legislation and powers, obligations and duties of the office.

Requirements:

- Excellent writing skills
- Experience with criminal and/or civil investigations
- Experience eliciting testimony, either via deposition or court proceeding
- Admission to practice of law in the State of New Jersey

Interested candidates should submit a cover letter, resume and at least three (3) references to:

Melissa Liebermann, Esq.
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